



# COMMONWEALTH *of* VIRGINIA

DEPARTMENT OF EDUCATION  
P. O. BOX 2120  
Richmond, Virginia 23218-2120

October 7, 2005

TO: Career and Technical Education Administrators

FROM: Elizabeth M. Russell, Director  
Office of Career and Technical Education Services

SUBJECT: National Awards Program

The National Association of State Directors of Career Technical Education Consortium (NASDCTEc) annually recognizes achievement and excellence in Career and Technical Education. The recognition consists of the following categories:

**Distinguished Service Individual** (One nominee per state) – The nominee must be **an individual who is a non-educator in their current capacity** who has demonstrated exceptional commitment, dedication, and involvement with career technical education through a partnership program or programs that expand or improve career technical education and its linkages with workforce preparation.

**Distinguished Service Business/Industry/Labor** (One nominee per state) – The nominee must be a **business, industry, labor organization or association** that has demonstrated exceptional commitment, dedication, and involvement with career technical education through public/private sector partnerships. The nominee's support of career and technical education must be demonstrated through a partnership or program that supports both secondary and postsecondary career and technical education and actively promotes improved transitions and linkages between the learner levels. The nominee must have a history of and be an active participant in a partnership program(s) that expand or improve career technical education and its linkages with workforce preparation and/or economic development.

**Teacher/Instructor Award** (One secondary and one postsecondary nominee per state) The nominee must be a teacher/instructor who has demonstrated the highest level of dedication, commitment and creativity in the classroom and utilizes exemplary and innovative practices to prepare career technical education students for success and leadership roles in the technical careers of tomorrow.

**Student Award** (One secondary and one postsecondary) – The nominee must be a student who has demonstrated the highest levels of academic/career technical achievement, leadership and volunteerism roles in their school and, or, student organization, as well as civic/community involvement and any business or industry internships. In order for a student to be nominated for the secondary category, he/she must currently be enrolled in a secondary career technical education program. In order for a student to be nominated for the postsecondary category, he/she must currently be enrolled in a postsecondary career technical education program.

Submit information required on the enclosed Award Nomination Form (copy additional applications as needed). Only information submitted in accordance with the application requirements will be considered. **Send one original copy of the nomination form to Elizabeth M. Russell, Director, Office of Career and Technical Education, P.O. Box 2120, Richmond, Virginia 23218-2120 by close of business Friday, December 2. Do not send nominations direct to NASDCTEc.**

An Awards Committee, consisting of members of NASDCTEc, will evaluate the nominations in each category. The state director of each nominee will be contacted before any award is presented. The award winners will be announced at NASDCTEc's annual spring meeting in Washington, D. C.

Thank you in advance for your consideration of and response to this request for nominations.

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Attachments

**Criteria for Selection and Eligibility for Stars of Education Awards from the  
National Association of State Directors of Career Technical Education Consortium (NASDCTEc)**

**Directions:** State Directors of Career Technical Education from each state are encouraged to submit nominations for the NASDCTEc Star of Education Awards Program. The State Director **must endorse** each nominee by signing the nomination form prior to its submission. Please carefully review each category. The Awards Committee reserves the right to present awards only in those categories where sufficient competition, scope, and quality of nominations exist to warrant granting an award. **Each nomination statement should not exceed one, single-spaced page in length (must be typed in a font not less than 10-point font).**

**Criteria for Selection**

The National Association of State Directors of Career Technical Education Consortium (NASDCTEc) annually recognizes achievement and excellence in career technical education. Awards will be distributed at the annual spring meeting in Washington, D.C. The Awards Committee seeks nominations that clearly describe the candidates' exemplary accomplishments and contributions to career technical education. When reading the nomination statements, the Awards Committee will assess the following items:

1. National Recognition – What has the nominee done to merit recognition at the national level?
2. Contributions & Accomplishments – What has the nominee done to exemplify excellence in career technical education? What accomplishments set the nominee apart (history of distinguished service to career technical education)?
3. Benefits to career technical education – To what extent has career technical education benefited from the contributions of this individual/entity?

Nomination statements must explain in detail why the nominee deserves a NASDCTEc award addressed in the above order (1-3). Please make every effort to highlight the nominee's unique qualifications for the award; please do not send a resume.

**Submission of Nominations**

Nominations may be solicited from individuals, organizations, state boards of education, special interest groups, committees, task forces, or businesses affiliated with or involved in career technical education in school districts, technical institutions, community colleges, or universities. However, all nominations must be submitted through the State Director's office for approval prior to being sent to the national office. The nominations must be typed in a font not less than 10-point font or exceed one, single-spaced page in length.

**Selection Process**

An Awards Committee, consisting of members of NASDCTEc, will evaluate the nominations in each category according to predetermined criteria including: having met all NASDCTEc Awards requirements, excellence, merit, history of distinguished service, contribution to career technical education, and diversity. The state director of each nominee will be contacted before any award is presented. The award winners will be announced at the NASDCTEc spring meeting in Washington, D.C.

**Important Things To Know If a Winner Is Selected From Your State**

- If a winner is selected from your state, the State Director will be contacted and provided the option of notifying the award winner or allowing NASDCTEc headquarters staff to make the notification.
- NASDCTEc will host each award winner plus two guests at the Awards Ceremony and Reception. NASDCTEc is unable to provide for the winner's travel expenses to Washington, D.C.
- The state director will introduce the winner during the Awards Ceremony. If the state director cannot be in attendance during the spring meeting, he/she will either have another delegate from the state introduce the winner or will submit an introduction for the Master of Ceremonies to read on his/her behalf.
- NASDCTEc will contact the Congressional delegation that represents the award winner's district. Invitations will be sent to the delegation inviting them to attend the Awards Ceremony.
- NASDCTEc will create a press release for all award winners. These will be distributed to State Directors on the day of the Awards Ceremony. State Directors are responsible for distributing the press release to local media. NASDCTEc will distribute the press releases to national education media.

**Checklist for Submitting Nominees for the NASDCTEc Star of Education Awards**

- \_\_\_\_\_ Nomination Form Completed for Each Nominee
- \_\_\_\_\_ State Director's Signed Endorsement on Each Nomination Form
- \_\_\_\_\_ Nomination Statement Completed Addressing Criteria on Score Sheet (Limited to one, single-spaced page)
- \_\_\_\_\_ Sent to the national office for receipt by Friday, December 9, 2005



**National Association of State Directors of  
Career Technical Education Consortium  
STARS OF EDUCATION AWARDS NOMINATION FORM**

**DEADLINE: FRIDAY, DECEMBER 2, 2005**

State: VIRGINIA

Date: \_\_\_\_\_

Nomination Category: (Check one)	Sub-categories	
<input type="checkbox"/> Distinguished Service – Congressional	<input type="checkbox"/> Senator	<input type="checkbox"/> House of Representatives
<input type="checkbox"/> Distinguished Service – Educator	<input type="checkbox"/> Secondary	<input type="checkbox"/> Postsecondary
<input type="checkbox"/> Distinguished Service – Business, Industry, Labor Organization or Association		
<input type="checkbox"/> Distinguished Service – Individual		
<input type="checkbox"/> Distinguished Service – Secondary Teacher		
<input type="checkbox"/> Distinguished Service – Postsecondary Instructor		
<input type="checkbox"/> Distinguished Service – Secondary Student		
<input type="checkbox"/> Distinguished Service – Postsecondary Student		
<input type="checkbox"/> State Director Emeritus – Indicate Number of Years as a Member of NASDCTEC _____		

**Nominee Information:**

Dr./Mr./Mrs./Ms./Miss Name of Nominee: \_\_\_\_\_

Title: \_\_\_\_\_

Organization/Business/School: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Attach Nominating Statement to this form.** The statement may not exceed one page in length (single-spaced 10-point font type). Be sure to consider the criteria for selection and eligibility in preparing the statement.

Signature Endorsement by the State Director: \_\_\_\_\_

Nomination submitted by: \_\_\_\_\_

Title: \_\_\_\_\_

Organization/Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_